Emergency Lighting and EXIT Sign Preventative Maintenance

# References

## Authorization

## Training/Certification

## Equipment/Information

## Policies

## Related Procedures

# Security Considerations

A functional test must be conducted on every required emergency lighting system at thirty (30) day intervals for a minimum of 30 seconds. An annual test must be conducted for the 1-1/2 hour (90 min) duration. Equipment must be fully operational for the duration of the test. Written records of visual inspections and tests must be kept by the owner for inspection by the authority having jurisdiction (AHJ).

|  |  |  |
| --- | --- | --- |
| cm informatioin | | |
| Site/Pod: | CM#: | |
| Technician: | Date: | |
| Start time: | End time: | |
| equipment Information | | |
| Manufacturer: | | Model #: |
| Serial #: | Assed ID: | |

# Procedure

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | No\* | N/A |
| 90-minute full function test by disconnecting the AC power source. |  |  |  |
| Check battery and lens for corrosion and clean, as required. |  |  |  |
| Adjust beam for proper alignment. |  |  |  |
| Place testing label on unit. |  |  |  |

Other corrective actions required or taken, such as:

* Checking and adjusting charging system voltage.
* Checking battery output voltage.

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## Document Properties

|  |  |
| --- | --- |
| **Property** | **Value** |
| Site Code | DCA |
| Filename | dca\_dceo\_pm\_emergency-lighting |
| Title | Emergency Lighting and EXIT Sign Preventative Maintenance |
| Version number/Date version published | Draft |
| Doc Type | PM |
| Zone | Region |
| Technical Owner | swilleye@ |
| Technical Writer | beelliot@ |
| Affected Equipment | Emergency lighting |
| Sensitivity rating | Amazon Confidential |
| Origin | Commercial version |
| URL | TBD |
| Physical location | TBD |
| Audience | EOT |
| Renewal date | 1/1/15 |

## Status

|  |  |  |
| --- | --- | --- |
| **Status** | **Date mm/dd/yy** | **Approver/Reviewer Name** |
| Original filed | 1/1/14 | NA |
| Writer sent to SME for review | 1/1/14 | NA |
| SME sent to Writer | 1/1/14 | NA |
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| Writer copy edited |  | NA |
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